

Attachment A to Info.Supts. Memo No. 097

DATE	REQUESTED ACTIONS BY LOCAL SCHOOL DIVISIONS
August 1, 2002	Child Health Insurance Information flyers will be provided by DMAS. Title I schools are asked to include these flyers in Back-to-School packets.
September and October 2002	Child Health Insurance Information flyers provided by DMAS will be sent to the schools to be sent along with the eligibility notification letters for free or reduced price meal benefits.
October - June 30, 2003	Child Health Insurance information flyers provided by DMAS will be sent to schools identified in low DMAS/FAMIS enrollment areas of the state. They are to be sent home with report cards.
August-June 30, 2003	The school nurse coordinator, as the designated school division point of contact for the child health insurance programs, will coordinate with the school nutrition director to facilitate the use of individual student's free or reduced eligibility following the guidelines outlined the Regulatory Superintendent's memo #3 (June 1, 2001).
August-June 30, 2003	Include Child Health Insurance information provided by DMAS with other school mailings during the year (Parent/Teacher conferences, school events, PTA meetings).
January 2003-June 30, 2003	Include Child Health Insurance information provided by DMAS with summer school registration forms, Kindergarten Registration packets, and Head Start program information.
August 2002-August 2003	When the student Emergency Contact card is reprinted, please add the following questions if not currently on the card: Does your child have health insurance? Yes No. Would you like more information? Yes No.